

**Rock Springs, Green River, Sweetwater County Combined Communications  
Joint Powers Board  
Regular Meeting Minutes  
August 31, 2015**

The Rock Springs, Green River, Sweetwater County Combined Communications Joint Powers Board held its regular meeting on Monday, August 31, 2015 at 5 Shoshone Avenue, Green River, Wyoming. Board members present included: Jim Wamsley, Rich Tyler, Mike Liberty, Rick Hawkins, Dwane Pacheco, Tom Jarvie, and Clark Robinson. Board members absent were: Chris Steffen and Mike Lowell. David Halter, IT director was also absent. Also in attendance were: Robin Etienne, executive director, Becca Thornock, Randal Wendling, Drew Varley, accountant, George Lemich, attorney, and Kimberly Blackwell.

**Call to Order**

Chairman Jim Wamsley called the meeting to order at 2:33 p.m.

**Agenda for Regular Meeting 08/31/2015**

Wamsley asked board members if there were any changes to the agenda. With no changes noted Wamsley stated the agenda would stand as presented.

**Minutes from Regular Meeting 07/20/2015**

Minutes from the regular meeting on July 20, 2015 were reviewed by the board. Wamsley entertained a motion to accept the minutes from the July 20, 2015 meeting. A motion was made by Hawkins to accept the minutes which was seconded by Liberty. Motion carried unanimously by board members.

**Financial Report**

The July financial report was reviewed by the board. Varley stated if there are any additional amendments needed for the fiscal year 2015-2016 budget, the board will be notified. Wamsley entertained a motion to accept the July financial report. A motion was made by Liberty and seconded by Jarvie. Motion was carried unanimously by board members.

**Comments from the Floor**

Liberty asked if Superior Fire has radio communications for when the agency gets bigger. Etienne stated Superior has recently hired a town marshal who will be attending POST training for law enforcement and will also be the public safety personnel and part of the fire department. Etienne also stated Superior currently has text messaging set up through CAD and Etienne then follows up with a phone call to Dan Watts.

### **Executive Director Report**

Etienne stated for the month of July, 13,723 calls were made. 1,806 of those calls were 911 with 89.1% being wireless. 99.9% were answered in 10 seconds or less with 99.4% of admin calls being answered in 10 seconds or less. Dispatch participated in the Navel Nuclear Propulsion Programs tabletop and exercise. Etienne attended the Sweetwater County fire chiefs meeting in preparation for the brush fire season. RIMS presented a demo on their CAD/RMS/ Mobile Jail System and Motorola presented their apex series of radio equipment along with upcoming products. Another presentation will be given by Motorola on this equipment in the spring. Auditors were at the Communications Center last week and gathered various paperwork. Etienne attended the Senior Officials workshop last week which was sponsored by Emergency Management. On September 10, 2015, Motorola will present their PremierOne Suite. The demo will be held at Fire District 1 and Etienne is currently waiting on an agenda from Motorola. DCI will be visiting on September 16, 2015. Cody Systems will have a WebEx on September 24, 2015. NewWorld will be at the Center, Green River and Rock Springs PDs, jail, and Sheriff's office later this week to gather information for a demo they will present later on. Laramie County Combined Communications executive director and their chairman have asked Etienne to be a part of their advisory board. A conference bridge will be made available for each meeting so Etienne will not have to be gone for every meeting. Etienne stated background checks are being done on the interviewed dispatcher applicants. To fill Wauneta Lutes' position, shift supervisors will be allowed to apply and then the vacant shift supervisor position will be made available. By the end of October 2015 both positions will be filled.

### **IT Director Report**

Etienne stated Halter has been working with Clark Wireless and BHI to move radio equipment from Wilkins Peak to the communications center. Halter has also been conducting general updates on all systems such as WyoLink and security updates.

### **Committee Report**

#### **Personnel Committee**

Jarvie stated there has not been a meeting lately. There will be one next week to discuss the open positions.

#### **Bills & Claims**

Wamsley entertained a motion to accept the bills and claims. A motion was made by Hawkins and seconded by Liberty. Motion carried unanimously by board members.

### **Correspondence**

WAM-JPIC provided a letter stating members will be asked for their taxpayer identification number with regards to information missing from dependents covered by the employee. Bureau of Land Management also provided a letter stating Rock Springs Field Office has received right-of-way application for proposed Aspen Mountain communication site.

### **New Business**

#### **Board Elections**

Wamsley stated every fiscal year board elections must be held. Board election for fiscal year 2015-2016 was opened for discussion. Jim Wamsley was nominated for Board Chair, Tom Jarvie for Vice Chair, and Rich Tyler for Treasurer.

#### **F32 Report**

Varley stated F32 report is the census submitted to Wyoming Department of Audit every year. It states what type of audit is needed. Varley filled and submitted 2015-2016 fiscal years' report.

### **Comments from the Chairman**

Wamsley attended Wauneta Lutes' retirement party on August 14, 2015. Wamsley also thanked all dispatchers for the work they do.

### **Old Business**

#### **RMS Status**

Hawkins stated converted data is available for review for Green River PD and Sheriff's office.

Rock Springs PD will have converted data for review soon.

#### **Next Meeting**

The next meeting of the board was scheduled for Monday September 28, 2015 at 2:30 p.m. at 5 Shoshone Avenue in Green River, WY.

#### **Adjournment**

Wamsley entertained a motion for adjournment. A motion was made by Robinson and seconded by Hawkins. Motion carried unanimously by board members. Meeting was adjourned at 3:17 p.m.

Attest:

  
Chairman

Date: 9-28-15

  
Secretary

Date: 9/28/15